AGENDA

PLANNING & ZONING COMMISSION
Briefing Session and Meeting
July 3, 2019 – 6:30 PM

COUNCIL BRIEFING ROOM &
COUNCIL CHAMBERS, 2nd Floor
CITY HALL, 1945 E. Jackson Road

TO CONSIDER THE FOLLOWING ITEMS:

BRIEFING SESSION: 6:30 P.M. - COUNCIL BRIEFING ROOM

Staff will do a brief presentation on each of the items on the regular agenda. The briefing session is held in the City Council Briefing Room, behind the City Council Chambers. No public testimony will be allowed during the briefing.

REGULAR MEETING - CALL TO ORDER: 7:00 P.M. – COUNCIL CHAMBERS

1. MINUTES: Approval of the minutes of the June 6, 2019 meeting.

INDIVIDUAL CONSIDERATION:


PUBLIC HEARING:


OTHER BUSINESS:

a. Staff Reports

ADJOURNMENT
INFORMATION FOR APPLICANTS AND THE PUBLIC

The meeting is being recorded; if you have testimony, please step forward to the podium and give your name and address prior to your remarks.

Pursuant to Section 551.071 of the Texas Government Code, the Planning & Zoning Commission reserves the right to consult in a closed meeting with its attorney and to receive legal advice regarding any item listed on this agenda.

The Planning & Zoning Commission holds regular meetings on the first Thursday of each month. Special meetings may be held on the third Thursday of each month or as needed. If a meeting date is canceled, postponed or rescheduled, notice will be posted at City Hall. The Planning & Zoning Commission follows the printed agenda.

DATE POSTED: June 28, 2019
TIME POSTED: 10:00 a.m.
POSTED BY: Lydia Tormos

CITY HALL BULLETIN BOARD

CERTIFICATE – I certify that the above agenda giving notice of this meeting was posted on the bulletin board at the City Hall of the City of Carrollton, Texas, on the Twenty Eighth day of June, 2019 at 10:00 a.m.

______________________________
Lydia Tormos

This building is wheelchair accessible. For accommodations or signed interpretive services, please contact the City Secretary’s office at least 72 hours in advance of this meeting at 972-466-3005.
Minutes
City of Carrollton
Planning & Zoning Commission
June 6, 2019

A meeting of the City of Carrollton Planning & Zoning Commission was held on June 6, 2019 at 7:00 p.m. in the Council Chambers at City Hall.

Commission Members Present: Chad Averett, Chair
Larry Kiser, Vice Chair
Margot Diamond
Randall Chrisman
Mel Chadwick
Sunil Sundaran
John Denholm
Kathryn Taylor
Tony Romo II

Commission Members Absent:

Staff Members Present: Loren Shapiro, Chief Planner
Susan Keller, Asst. City Attorney
Tom Hammons, Transportation Div. Mgr.
Molly Coryell, Planner
Director
Lydia Tormos, Admin Support Specialist

Guests Present:
Councilmember Liaison Glen Blanscet

(Note: * = designation of a motion)

CALL MEETING TO ORDER: Chair Averett called the meeting to order at 7:06 pm

1. MINUTES: Approval of the minutes of the May 2, 2019 meeting.

   * Sundaran moved approval of the minutes of the May 2, 2019 meeting with one minor correction discussed in the work session; second by Romo and the motion was approved with a unanimous 9-0 vote.

INDIVIDUAL CONSIDERATION:

2. Consider And Take Final Action On A Final Plat For 2100 Belt Line Addition For An Approximately 0.45-Acre Tract Located At 2100 East Belt Line Rd. Case No. PLFP201900040

Planner Molly Coryell provided an aerial map to illustrate the location of the subject site and advised that the address for the site would be 2090 East Belt Line Road. She noted that no easements were being dedicated; however there are two mutual access easements located on the north lot and the lot east of the subject lot. She stated that the lot is zoned LR2 and it meets all requirements of the base zoning except
for frontage on a public street. She noted that for the purposes of infill development, the Planning and Zoning Commission may authorize the request with the mutual access. Staff felt the request was in compliance with the Comprehensive Subdivision Ordinance and that the site has suitable access from East Belt Line Road without creating a flag lot.

* Chadwick moved approval of Case No. PLFP201900040 as presented; second by Kiser and the motion was approved with a unanimous 9-0 vote.

PUBLIC HEARING:

3. Hold A Public Hearing To Consider **An Ordinance Amending the Zoning** On An 8.5-Acre Tract Zoned PD 102 For The (SF 12/20) Single Family Residential District And Located At 2121 North Denton Drive To Amend Planned Development District 102 To Amend Development Regulations And Update The Conceptual Site, Landscape, And Building Elevation Plans; Amending The Official Zoning Map Accordingly. **Case No. PLZ201900042 Sacred Heart of Jesus Bishop of Dallas Catholic Diocese.** Case Coordinator: Loren Shapiro.

Chief Planner Loren Shapiro explained that the request was to amend the existing Planned Development to expand the existing place of worship located along North Denton Drive. He advised that the applicant plans to demolish the existing church and replace it with a 20,000+ square foot church with a pastor facility. He presented the request in detail referring to the new conceptual landscape plan which would provide landscaping along Old Denton and Denton Drive. He stated the request is also for a 3,000 square foot storage building on the far south side. The storage building would consist of 70% brick, but the rear of the building would include metal. He advised that the applicant would mitigate the view with evergreen shrubs and he pointed out an existing wood fence along the south property line. He explained that due to adjacent uses, staff felt it was appropriate to remove the PD regulation that required a masonry wall along the east and south side. He reviewed the conceptual building elevations noting 100% brick along with concrete or tile roofing. Staff recommended approval as listed in the case report.

Chair Averett noted the vast improvement from the existing building and suggested that because the east elevation is along Denton Drive, he would prefer more landscaping.

Chair Averett opened the public hearing; there being no speakers, he opened the floor for discussion or a motion.

Kiser felt that foundation landscaping around the existing building would be an improvement and would soften the site. Shapiro explained that although foundation landscaping is not shown on the plan, it would be required under the City Landscape Ordinance.

Sundaran asked if a deceleration lane was needed on Old Denton Drive. Transportation Engineer Tom Hammons replied that a deceleration lane is not typically required for church use only. Churches with schools or daycares typically generate the traffic volume that would warrant a deceleration lane. He stated the applicant is not proposing a school or daycare and therefore staff did not recommend a deceleration lane.

Chrisman asked about the requirement for trees in the detention pond. Shapiro explained that the City landscape regulations include specific requirements for detention ponds. Mark Mortimor, VAI Architects, explained that the detention pond wouldn’t hold water; it would slow the flow of water and he noted the tree in the middle of the pond is an existing tree.
Kiser asked about the uses in the remaining western building and Mr. Mortimor replied that it includes meeting spaces, offices and class rooms. He stated there is no day care use or school use; Sunday school only.

* Kiser moved to close the public hearing on Case No. PLZ201900042 Sacred Heart of Jesus and approve it with staff recommendations; second by Denholm and the motion was approved with a unanimous 9-0 vote.

**4. Hold A Public Hearing To Consider An Ordinance Amending The Zoning To Establish A Special Use Permit For A Communications Tower With Special Conditions On An Approximately 50-Acre Tract Zoned PD-52 For The Park District And Located At 1444 Keller Springs Road; Amending The Official Zoning Map Accordingly. Case No. PLSUP201900043 T-Mobile Cell Tower. Case Coordinator: Michael McCauley.**

Senior Planner Mike McCauley presented the request for a Special Use Permit for a communication tower. Staff recommended the item be continued to the July 3, 2019 P & Z Commission meeting in an effort to allow the applicant additional time to resubmit documents for full review. He stated the applicant is in agreement with the continuance. Staff has not received any comments from the public.

Chair Averett opened the public hearing; there being no speakers, he called for a motion.

* Romo moved to leave the public hearing open and continue Case No. PLSUP201900043 T-Mobile Cell Tower to the July 3, 2019 meeting; second by Taylor and the motion was approved with a unanimous 9-0 vote.

Chair Averett announced that Items 5 & 6 were companion items that would be heard together and acted on separately.


Shapiro advised that the current land use designation on the Future Land Use Map is Medium Intensity Office and the current zoning is Corporate Commercial. The applicant is requesting the Future Land Use Map be amended to have a land use designation of Single-Family Attached Residential. With regard to the zoning, the applicant proposed to amend the existing PD which currently allows office, retail and a convenience store to allow 24 townhome units. He stated that the units along Charles Street and on the far west side would be front loaded with the middle block being rear loaded with an alley. He reviewed
the proposed landscaping plan and the screening wall noting a license agreement would be needed for plantings in the street right-of-way. He said the applicant would provide an ornamental metal fence along the south side of Plano Parkway with stone columns. He described the open space and noted there was only one point of access with a divided driveway that would provide 24 feet on each side. The proposed right-of-way was reduced to 45 feet from the required 50 feet. He talked about the traffic flow and available turning radius within the site and the proposed setbacks. He referred to the conceptual building elevations and noted that the chimneys would be stucco or EFIS. The applicant proposed enhanced garage doors and that carports would be prohibited. He stressed that the PD specifies that the garages cannot be converted into livable space. He stated the applicant has proposed eight guest parking spaces which is two more than required. Staff recommended approval.

Ari Moradi, Urban Corp, 10407 Shadow Bend Drive, Dallas, did not offer a formal presentation but was available to answer questions.

Kiser asked if parking would be allowed on Charles Street and Shapiro replied that it would not. Kiser voiced concern about the number of guest parking spaces.

Chrisman asked about the fencing and Mr. Moradi stated it would be wrought iron or ornamental along Plano Parkway and masonry along Charles Street to match the development on the north side. Chrisman also asked about the current zoning. Shapiro replied that the site has a PD with the base zoning of Corporation Commercial. With regard to height and the possibility of people looking into someone’s backyard, Shapiro stated that the elevation facing north, closest to the property line, would have no windows on the second floor. He added that the unit would also have evergreen ornamentals between the building and existing wall.

Sundaran asked about the size of the units and Mr. Moradi replied that units would be roughly 1,800 square feet to 2,200 square feet with an expected price range from the middle $300’s targeting small families. He advised that he attended a couple of Warming Meadows HOA meetings where he addressed privacy concerns and his impression was that the residents were supportive of the plan. He stated Urban Corp was developing a similar site in downtown Frisco noting that the Carrollton plan has more amenities.

Denholm asked about parking on the internal street and Shapiro stated the internal streets would be 30 feet wide and would be able to accommodate parking along the front of the units. Shapiro also explained the reasoning for the ornamental metal fencing along Plano Parkway.

Kiser voiced a strong concern about the lack of security around the Tot lot and Shapiro stated the fence would be 6 feet in height. Mr. Moradi stated they could provide a gate on the south side of Unit 21.

Chair Averett opened the public hearing and invited speakers to the podium.

John McIntosh, 4601 Golden Mew Drive, Carrollton, President of the neighboring HOA, stated the majority of the HOA is in favor of the plan noting their concerns regarding buffer and screening between the buildings and the wall were addressed. He asked that parking not be allowed on Charles Street.

Shapiro provided a response to an earlier question regarding the height allowed with the current zoning of corporate commercial stating it could be up to 75 feet and noted the greater the height requires a greater setback from single family. The proposed project would be a height of 36 feet.
Chair Averett voiced concern regarding the sidewalk going to the northwest of the development stating he would like to see it meander along Plano Parkway. He also voiced a desire to have a solid fence along Plano Parkway due to visibility of the driveways. He felt there was already too much of the product in the area and would vote against the project because he is opposed to the land use.

Chadwick stated he was also concerned about the ornamental fence and would vote in opposition unless it is changed to a masonry fence.

Denholm voiced his preference for straight line sidewalks and stated he was torn between the ornamental and masonry fence.

* Denholm moved to close the public hearing and approve Case No. 05-19MD1 Charles Ridge (Comprehensive Plan); second Romo and the motion was approved with a 6-3 vote, (Averett, Kiser and Chadwick opposed).

Discussion was held with regard to the type of fencing in the area.

* Kiser moved to close the public hearing on Case No. 05-19Z1 Charles Ridge (Zoning) and approve with staff stipulations; second by Romo. Chrisman asked that the motion be amended to include a security gate on the south side of Unit 21 for the triangular area. Kiser and Romo were in agreement. The motion was approved with a 7-2 vote, (Averett and Chadwick opposed).

7. Hold A Public Hearing To Consider An Ordinance Amending the Zoning To Repeal 5 Special Use Permits (Numbers SUP-54, SUP-115, SUP-212, SUP-251 And SUP-387); Amending The Official Zoning Map Accordingly. The Total Size Of The SUPs Is Approximately 7.7 Acres. They Are Located At 1837 Hood Street, 2770 E. Trinity Mills Road, 1720 N. Josey Lane Suite 106, 1200 Metrocrest Drive And 1200 N. Josey Lane. Case No. PLSUP201900046 Repeal 5 SUPs. Case Coordinator: Michael McCauley.

McCauley stated the item was a City-initiated request to reassess the continued appropriateness of five special use permits. He described the permits and stated that none of the SUPs were in use. Staff recommended repealing the SUPs. He noted while staff received calls regarding the case, there were no objections.

Chair Averett opened the public hearing; there being no speakers, he called for a motion.

* Chadwick moved to close the public hearing and approve Case No. PLSUP201900046 Repeal 5 SUPs; second by Diamond and the motion was approved with a unanimous 9-0 vote.

OTHER BUSINESS: Chair Averett announced that the July meeting was moved to July 3, 2019 due to the holiday.

a. Staff Reports – Shapiro reported that the I35 warehouse was denied without prejudice by Council and the Council held a separate discussion regarding the merits of warehouses along the Freeway District. He also advised that the Woot case was approved by Council with a unanimous vote.
ADJOURNMENT

Chair Averett adjourned the meeting at 8:06 p.m.

___________________________  ____________________________
Loren Shapiro, Chief Planner                                Chad Averett, Chair
                                                Planning and Zoning Commission
P&Z MEETING DATE: July 3, 2019

DATE: June 20, 2019

TO: Planning & Zoning Commission

FROM: Michael McCauley, Senior Planner


BACKGROUND:

The purpose of this replat is to remove and establish easements on an undeveloped lot.

No right-of-way is being dedicated by this plat.

FINANCIAL IMPLICATIONS:

There are no financial implications on current or future operating budgets regarding this request.

STAFF RECOMMENDATION/ACTION DESIRED:

Staff recommends APPROVAL with a stipulation.

ATTACHMENTS:

- Result Sheet
- Technical Comments
- Location and Zoning Map
- Applicant’s Exhibit
RESULT SHEET

Date: 07/03/19
Case No./Name: RP2019-057 N. Hebron 121 Addition, Phase 3 Revised

A. STAFF STIPULATIONS AND RECOMMENDATIONS

Staff recommends approval with the following stipulation:

1. All applicable easements shall be shown on the plat prior to recording the plat.

B. P&Z ACTION from P&Z meeting: 07/03/19
Result: /Vote:
**GENERAL PROJECT INFORMATION**

**SITE ZONING:** PD-124 for the (LR-2) Local Retail District

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<tr>
<th>SURROUNDING ZONING</th>
<th>SURROUNDING LAND USES</th>
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<td>EAST</td>
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<td>WEST</td>
<td>PD-124 for the (LR-2) Local Retail District</td>
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**REQUEST:** Approval of a replat to remove and establish easements on an undeveloped lot

**PROPOSED USE:** Office

**ACRES/LOTS:** 1.123 acres / 1 lot

**LOCATION:** 4116 State Highway 121

**HISTORY:** The property was replatted in 2012.

**COMPREHENSIVE PLAN:** Commercial – High Intensity

**TRANSPORTATION PLAN:** SH-121 is designated as an Arterial Controlled Access Highway.

**OWNER:** Srini Chidurala

**REPRESENTED BY:** Patrick Filson, P.E./Kirkman Engineering
STAFF ANALYSIS

REQUEST

Approval of a replat to remove and establish easements on an undeveloped lot.

ELEMENTS TO CONSIDER

No right-of-way is being dedicated by this plat.

SUBDIVISION ORDINANCE

Article VII Replat, Section B of the Comprehensive Subdivision Ordinance sets forth certain technical content requirements for a replat. The general elements shown (north arrow, graphic and written scale, location map, legend, date of preparation and legibility) meet these requirements.

CONCLUSION

Staff believes the replat is in conformance with the Comprehensive Subdivision Ordinance.
SITE LOCATION AND ZONING MAP
P&Z MEETING DATE: July 3, 2019

DATE: June 21, 2019

TO: Planning & Zoning Commission

FROM: Molly J. Coryell, Planner

SUBJECT: Hold A Public Hearing To Consider And Take Final Action On A Replat Of The Country Place Section 2 Lot 21R Block 2, For An Approximately 0.25 Acre Tract Located At 2701 North Surrey Drive Combining Two Lots Into One. Case No. PL RP 2019-61 The Country Place Section 2 Revised. Case Coordinator: Molly J. Coryell.

BACKGROUND:
This is a replat for a lot located at 2701 North Surrey Drive, combining an unplatted property and an existing single-family lot into one lot of record.

FINANCIAL IMPLICATIONS:
There are no financial implications on current or future operating budgets regarding this request.

STAFF RECOMMENDATION/ACTION DESIRED:
Staff recommends APPROVAL with stipulations.

ATTACHMENTS:
- Result Sheet
- Technical Comments
- Location and Zoning Map
- Applicant’s Exhibit
RESULT SHEET

Date: 07/03/19
Case No./Name: PL RP 2019-61 The Country Place Revised

A. STAFF STIPULATIONS AND RECOMMENDATIONS

Staff recommends APPROVAL.

B. P&Z ACTION from P&Z meeting: 07/03/19
Result: /Vote:
Agenda Item No. 3
Case No. PL RP 2019-61 The Country Place Section 2 Revised

REPLAT

Case Coordinator: Molly J. Coryell

GENERAL PROJECT INFORMATION

SITE ZONING: (SF-10/18) Single-Family Detached Residential District

SURROUNDING ZONING

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SURROUNDING LAND USES

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<td>Single-Family Detached Homes</td>
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<tr>
<td>WEST</td>
<td>Country Place Elementary School</td>
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REQUEST: Approval of a replat to combine a portion of unplatted property into an existing single-family detached lot

PROPOSED USE: Single-family detached

ACRES/LOTS: 0.25 acres/1 lot

LOCATION: 2701 North Surrey Drive

HISTORY: The property was originally platted in 1970.

COMPREHENSIVE PLAN: Single-Family Residential Detached

TRANSPORTATION PLAN: North Surrey Drive is a residential street.

OWNER: Allie & Jacob Robert

REPRESENTED BY: Bryan Connally
STAFF ANALYSIS

REQUEST

The applicant is requesting to combine a portion of unplatted property into an existing single-family detached lot

PLAT ELEMENTS

Easements:

A 5-foot street easement is being established by this plat in lieu of right-of-way (R.O.W.) dedication for Stonecreek Drive within an existing 10-foot Drainage Utility Easement. The street easement proposed aligns and matches with the same street easement width dedicated for the Country Place Elementary School plat, in 2010, to the west of the subject property. The street easement will account for any amount of missing Stonecreek R.O.W. as measured from the centerline for the purpose of maintaining the existing ROW.

ZONING ORDINANCE

The property is zoned (SF-10/18) Single-Family Detached Residential District and meets all requirements of the base zoning district. The applicant’s request to combine the two lots does not affect its zoning conformance.

SUBDIVISION ORDINANCE

Article VII Replat, Section B of the Comprehensive Subdivision Ordinance sets forth certain technical content requirements for a replat. The general elements shown (north arrow, graphic and written scale, location map, legend, date of preparation and legibility) meet these requirements.

CONCLUSION

Staff believes the replat is in conformance with the Comprehensive Subdivision and Zoning Ordinances.
SITE LOCATION AND ZONING MAP

PLRP201900061 The Country Place, Section 2 Revised Lot 21R Block 2

Subject Property
APPLICANT’S EXHIBIT (REPLAT)
P&Z MEETING DATE: July 3, 2019

DATE: June 24, 2019

TO: Planning & Zoning Commission

FROM: Michael McCauley, Senior Planner

SUBJECT: Hold A Public Hearing To Consider An Ordinance Amending The Zoning To Establish A Special Use Permit For A Communications Tower With Special Conditions On An Approximately 50-Acre Tract Zoned PD-52 For The Park District And Located At 1444 Keller Springs Road; Amending The Official Zoning Map Accordingly. Case No. SUP2019-043 T-Mobile Cell Tower. Case Coordinator: Michael McCauley

BACKGROUND:

Approval of a Special Use Permit (SUP) for a Communications Tower approximately 90-feet tall at the Josey Ranch Athletic Complex.

Communications Towers are allowed within all zoning districts upon approval of a SUP.

The purpose of the Special Use Permit is to authorize and regulate uses which may be beneficial in a specific instance to the general welfare of the community, yet ensure that such uses are not detrimental to surrounding property, and are consistent with the stated purpose of the zoning district in which such uses are located regarding conditions of operation, location, arrangement and construction.

At the June 6, 2019 Planning & Zoning Commission meeting, the Commission continued the case to the July 3, 2019 Planning & Zoning Commission meeting to allow the applicant additional time to resubmit plans and documents to staff for further review. The applicant has not resubmitted plans as of yet; staff is recommending continuing the case to August 1, 2019.

FINANCIAL IMPLICATIONS:

There are no financial implications on the current and future operating budgets regarding this request.

STAFF RECOMMENDATION/ACTION DESIRED:

Staff recommends keeping the public hearing open and CONTINUING the case to the August 1, 2019 Planning & Zoning Commission meeting to allow the applicant additional time to resubmit plans and documents to staff for further review.
ATTACHMENTS:

Results Sheet
Site Location and Zoning Map
RESULTS SHEET

Date: 07/03/19
Case No./Name: SUP2019-043 T-Mobile Cell Tower

A. STIPULATIONS AND RECOMMENDATIONS

Staff recommends **keeping the public hearing open and CONTINUING** the case to the August 1, 2019 Planning & Zoning Commission meeting.

B. P&Z ACTION from P&Z meeting: 06/06/19
Result: **CONTINUED TO JULY 3, 2019**  /Vote: 9-0

C. P&Z ACTION from P&Z meeting: 07/03/19
Result: /Vote:

D. P&Z ACTION from P&Z meeting: 08/01/19
Result: /Vote:

E. CC PUBLIC HEARING / ORDINANCE ACTION from CC meeting: 09/10/19
Result: /Vote: